



# Killamarsh Parish Council

Killamarsh Parish Office  
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To: **All Members of Killamarsh Parish Council**

You are Hereby Summoned to attend a meeting of the Parish Council to be held on WEDNESDAY 17th July 2024 at 6:30 PM KILLAMARSH PARISH SUITE.

Yours sincerely

Mrs Gail Blank  
Clerk & Responsible Finance Officer to the Parish Council

## AGENDA

- 1 Chair's Announcements**
  - To receive the Chairman's opening announcements.
- 2 Apologies for Absence**
  - To receive and approve apologies for absence and reasons given to the Clerk prior to the meeting.
- 3 Declaration of Disclosable Pecuniary & Other Interests**
  - a. To receive declarations of disclosable pecuniary interests (DPI) and personal and prejudicial interests from members on matters to be considered at the meeting in accordance with the Localism Act 2011 (section 30 to 33). Officers are required to make a formal declaration about council contracts where the employee has a financial interest in accordance with the LGA 1972, s117.
  - b. To receive, consider and record Members requests for DPI dispensation (section 31 Localism Act 2011) in connection with items on this agenda. Applications for this must be made in writing to the Clerk prior to the meeting.
- 4 Adjournment for Public Participation**
  - To adjourn the meeting for 15 minutes to allow members of the public, 3 minutes each, to make representation on the business of the agenda for the meeting. No resolutions can be made under public participation.
- 5 Exclusion of the Press and Public - Public Bodies (Admissions to Meetings Act) 1960**
  - To consider and resolve any agenda items that require the exclusion of the Press and Public in accordance with the Public Bodies (Admissions to Meetings) Act 1960 for matters appertaining to confidential or exempt information.
- 6 Minutes from the previous meeting**
  - a. To approve the draft minutes of the Full Council meeting held on 24th June 2024. (attached).
  - b. To receive an update on any ongoing issues not covered as an agenda item.

**7 Community Hub / CLOC Building**

- To ratify the final version of lease agreement for the use of Room 2 in the Community Hub between Killamarsh Parish Council and Killamarsh Heritage Society. (Attached, confidential document due to the nature of the business).

**8 Motions requested by Members**

- To receive a motion from Cllrs Fletcher and Reed and consider and approve any actions decided upon. (Motion attached, currently confidential due to the nature of the motion proposed).

**9 Date of the Next Council Meeting**

- To note the date of the next full council meeting is scheduled for 19th August 2024.

PUBLIC BODIES (ADMISSION TO MEETINGS ACT) 1960

Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons. The public's exclusion from part or all of a meeting shall be by a resolution which will give reasons for the public's exclusion in accordance with the Public Bodies (Admission to Meetings Act) 1960.

RECORDING OF COUNCIL MEETINGS

Under the Openness of Local Govt. Bodies Regulations 2014, the Council, members of the public and press may film, record or photograph a formal Council meeting when the meeting is in public session. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted.

PUBLIC PARTICIPATION

Notice is given that at a time agreed by the meeting, 15 minutes may be set aside for members of the public to make representation on the business of the agenda for the meeting. Any members of the public shall not speak for more than three minutes unless permitted by the Chair. A question asked by a member of the public during public participation shall not require a response or debate during the meeting though the Chair may direct that a written response will be provided subsequent to the meeting.

CORONAVIRUS

Killamarsh Parish Council will continue to monitor Covid-19 and act accordingly. Attendees are encouraged to register their attendance on arrival and to use the hand sanitiser provided. Members of the public who are unable to attend can email their questions to the Parish office ([parish.office@killamarsh-pc.gov.uk](mailto:parish.office@killamarsh-pc.gov.uk)) in advance of the meeting which will be read out under the public participation session.



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## MINUTES OF THE FULL COUNCIL MEETING HELD ON MONDAY 24 JUNE 2024

### Those present :

Chair : Cllr S Clough

Vice-Chair : Cllr K Wood

Councillors : Cllr C Curzon, Cllr C Eggington, Cllr C M Fletcher, Cllr T Lacey, Cllr C Lacey, Cllr H Laws, Cllr B Morris, Cllr S Reed, Cllr B Rice, Cllr J Sherman, Cllr W Tinley, Cllr J Windle

Officers : Mrs G Blank, Mrs J France

### 22/452 Chair's Announcements

There were no announcements.

### 22/453 Apologies for Absence

Apologies have been received from Cllr D Drabble.

### 22/454 Declaration of Disclosable Pecuniary & Other Interests

a. To receive declarations of disclosable pecuniary interests (DPI) and personal and prejudicial interests from members on matters to be considered at the meeting in accordance with the Localism Act 2011 (section 30 to 33). Officers are required to make a formal declaration about council contracts where the employee has a financial interest in accordance with the LGA 1972, s117.

None received.

b. To receive, consider and record Members requests for DPI dispensation (section 31 Localism Act 2011) in connection with items on this agenda. Applications for this must be made in writing to the Clerk prior to the meeting.

None received.

### 22/455 Adjournment for Public Participation

- To adjourn the meeting for 15 minutes to allow members of the public, 3 minutes each, to make representation on the business of the agenda for the meeting. No resolutions can be made under public participation.

There were no comments.

### 22/456 Reports from County and District Councillors & Invited Guests

- To receive reports from County Councillors, District Councillors and any invited guests.

No reports were received.

### 22/457 Exclusion of the Press and Public - Public Bodies (Admissions to Meetings Act) 1960

- To consider and resolve any agenda items that require the exclusion of the Press and Public in accordance with the Public Bodies (Admissions to Meetings) Act 1960 for matters appertaining to confidential or exempt information.

**RESOLVED: That Items 16 and 17 require the exclusion of the Press and Public due to personal details and/or lease terms being discussed.**

**22/458 Minutes from the previous meeting**

- a. To approve the draft minutes of the Full Council meeting held on 20th May 2024.

**RESOLVED: That the minutes of the Full Council Meeting held on 20th May 2024 are a true and accurate record.**

- b. To receive an update on any ongoing issues not covered as an agenda item.

The Clerk gave an update on the meeting between the Parish Council and NEDDC with regards to the closed churchyard at St Giles, which NEDDC have responsibility for. There have been a number of complaints over the years about the standard of maintenance of the churchyard and although the Parish Council are unable legally to contribute financially to additional maintenance, they were keen to establish if they could assist NEDDC in any other way.

NEDDC stated that they had no capacity to increase the number of grass cuts from six per year, but had been looking for additional solutions, which could include the grazing of sheep, creating heritage trails or the formation of a volunteer 'friends of the churchyard' group. It was agreed that Cllr Tinley would meet with an NEDDC grounds supervisor at the churchyard to discuss the work that was needed and following that local people and community groups would be approached to assess the interest in the formation of a volunteers group to help out.

The Clerk said that as requested at the last meeting a letter had been sent to NEDDC regarding the incident at the Skate Park to ask if CCTV provision could be increased. No response had been received as yet.

**22/459 Finance Committee**

- a. To receive the minutes of the Finance Committee meeting held on 17th June 2024.

The minutes were received and noted.

- b. To receive the recommendations from the Finance Committee to accept the internal auditors report and approve the actions to be taken.

**RESOLVED: The recommendation from the Finance Committee to accept the internal auditors report as per FIN150 was received and approved.**

- c. To receive and approve the Finance Committees recommendation to appoint Faye Hazlehurst as the internal auditor for the 24/25 accounts.

**RESOLVED: The recommendation from the Finance Committee to appoint Faye Hazlehurst as the 2024/25 internal auditor was approved.**

- d. To receive the report regarding additional payments to NEDDC.

The report was received and the Clerk confirmed that NEDDC had been asked to provide accounts to the Parish Council. It was agreed to monitor the situation going forward.

**22/460 Annual Governance and Accountability Return (AGAR)**

- a) To receive the Finance Committees recommendation to approve and sign the Annual Governance Statement for 2023/24.

**RESOLVED: The Annual Governance Statement for 2023/24 was approved and signed by the Chair and the Clerk.**

b) To receive The Finance Committees recommendation to approve and sign the Annual Accounting Statement for 2023/24.

**RESOLVED: The Annual Accounting Statement for 2023/24 was approved and signed by the Chair and the Clerk.**

**22/461 Events & Communications Committee**

a. To receive the minutes of the Events & Communications Committee meeting held on 5th June 2024.

The minutes were received and noted.

**22/462 Health, Safety & Well Being Committee**

a. To receive the minutes of the Health, Safety and Wellbeing Committee meeting held on 10th June 2024.

The minutes were received and noted.

The Clerk informed the Council that the Events and Marketing Manager was leaving at the end of July to take up a new post. The Council thanked Charlotte for all her hard work over the last 15 months and wished her all the best for the future.

**22/463 Environment & Climate Change Committee**

a. To receive the minutes of the Environment & Climate Change Committee meeting held on 12th June 2024.

The minutes were received and noted.

**22/464 Planning**

- To determine any action required on the planning application information, from lists circulated by the office previously.

Cllr C Lacey informed the Council that she had called-in the development at Rose Way - application number 24/00303/FLH - as residents had complained to her that it was having a negative impact on the surrounding area.

Cllr Laws asked if anyone on the Council checks that planning application conditions are being adhered to and mentioned a specific application, which Cllr Reed said was on hold pending an appeal.

**22/465 Section 137 - Approval of Grants**

a. To receive the end of grant report from the Killamarsh Wombles.

The report was received.

b. To receive the end of grant report from the Natterchat Group.

The report was received.

The Methodist Church had also sent an email detailing how their grant had been spent which the Clerk read out.

c. To receive the Section 137 working parties recommendations on the applications received for the April round of applications.

A report had been circulated and the Council agreed with the recommendations subject to further information being provided in some cases. One grant was rejected and one was withdrawn.

**RESOLVED: That the following grants be awarded:**

**£500 to Killamarsh Conservation Group subject to a cost breakdown being provided.**

**£240 to the Knit and Chat Group at the Travellers Rest to purchase wool for knitting projects such as baby items for newborns. As this group does not have a constitution the donation would be awarded via GPC, rather than Section 137.**

**22/466**

**Policies**

a. To consider and approve the Staff Handbook as recommended by the Health, Safety and Wellbeing Committee.

**RESOLVED: That the updated Staff Handbook was approved.**

**22/467**

**Community Hub / CLOC Building**

- a. To receive the Events & Communications Committee recommended room hire agreement between the Parish Council and Killamarsh Heritage Society (attached).
- b. To receive a revised room hire agreement from Killamarsh Heritage Society (attached).
- c. To receive a revised room hire agreement for the Parish Council to consider (attached).
- d. To consider and approve any amendments required to the recommended room hire agreement between the Parish Council and Killamarsh Heritage Society.

This item was discussed in closed session and the Council agreed that 16c was the room hire agreement that should go forward with some amendments.

**RESOLVED: That the updated room hire agreement would be ratified at the next meeting of Full Council prior to the agreement being signed by both parties.**

**22/468**

**Land Issues**

- To receive an update on the sale of land at Canal Bridge and make any decisions on the next appropriate course of action.

This item was discussed in closed session and a course of action was agreed.

**22/469**

**Reports from Members**

To receive reports from Parish Councillors who have attended recent meetings or events on behalf of the Parish Council including representation on external bodies:

a. Veolia Norwood

No update.

b. Community Support for Killamarsh (Bread Charity)

No update.

c. Chesterfield Canal Trust

Cllr Laws hadn't attended any recent meetings, but he gave an update on news from the Canal Trust shown on their website:

The towpath known as The Cuckoo Way goes through tranquil countryside where scarcely a house can be seen; has some of the earliest staircase locks ever built (250 years ago); is hugely popular with walkers; features an underground canal at Hollingwood and ends up at what will be the £310 million Waterside development in Chesterfield. Since 1989, 12 miles of the canal have been

restored along with 37 locks and 11 bridges; 2 new marinas have been built. The latest section, Hartington Harbour, was opened at our Festival in 2018. There are less than nine miles left to restore. In 2018 the Chesterfield Canal Trust set itself an ambitious target of 2027 for the completion of the restoration because this is the 250th Anniversary of the opening of the canal, though that target is now extremely unlikely. Latest news includes the Keith Ayling Lock Gates Appeal and the Staveley section restoration.

d. NEDDC/Parish Liaison

No update.

**22/470 Residents Correspondence**

- To receive, consider and resolve how to respond to any residents correspondence.

A resident had sent in a lovely email highlighting the great work that the Council's newly appointed grounds maintenance contractor is doing at Birchlands Park.

**22/471 Items for discussion for a future agenda**

- These can be sent to the Clerk prior to the next meeting.

**22/472 Public Feedback**

- To allow members of the public, 3 minutes each, to provide feedback on the meeting. No resolutions can be made under this agenda item.

There were no comments.

**22/473 Date of the Next Council Meeting**

- To note the date of the next full council meeting is scheduled for 19th August 2024.

